

Art. 7 de la Ley Orgánica de Transparencia y Acceso a la Información Pública - LOTAIP

d) Los servicios que ofrece y las formas de acceder a ellos, horarios de atención y demás indicaciones necesarias, para que la ciudadanía pueda ejercer sus derechos y cumplir sus obligaciones

No.	Denominación del servicio	Descripción del servicio	Cómo acceder al servicio (Se describe el detalle del proceso que debe seguir o el ciudadano para la obtención del servicio).	Requisitos para la obtención del servicio (Se deberá listar los requisitos que exige la obtención del servicio y donde se obtienen)	Procedimiento interno que sigue el servicio	Horario de atención al público (Detallar los días de la semana y horarios)	Costo	Tiempo estimado de respuesta (Horas, Días, Semanas)	Tipo de beneficiarios o usuarios del servicio (Describir si es para ciudadanía en general, personas naturales, personas jurídicas, ONG, Persona Médica)	Oficinas y dependencias que ofrecen el servicio	Dirección y teléfono de la oficina y dependencia que ofrece el servicio (Link para direccionar a la página de inicio del sitio web y/o descripción manual)	Tipos de canales disponibles de atención presencial: (Detallar si es por ventanilla, oficina, brigada, página web, correo electrónico, chat en línea, contact center, call center, teléfono institución)	Servicio Automatizado (Si/No)	Link para descargar el formulario de servicios	Link para el servicio por internet (on line)	Número de ciudadanos/ciudadanas que accedieron al servicio en el último periodo (mensual)	Número de ciudadanos/ciudadanas que accedieron al servicio acumulado	Porcentaje de satisfacción sobre el uso del servicio
1	Acceso a la información pública	Este servicio le permite solicitar información pública, que se genere o se encuentre en poder de la institución, de conformidad con la Ley Orgánica de Transparencia y Acceso a la Información Pública - LOTAIP (arts. 91 y 93).	El ciudadano o empresa requiere puede acceder a través de: a) Solicitudes de acceso a la información pública b) Correo electrónico	Ninguno	El responsable de atender los requerimientos de información pública responderá las solicitudes y correos electrónicos de los ciudadanos de forma inmediata.	Atención general de 08:00 a 16:30 Lunes a Viernes	Este servicio no tiene ningún costo.	Instantáneo	Ciudadanía en general	Matriz de CONQUITO	CONQUITO, Avenida Maldonado 061-172 y Carlos María de la Torre, 100 metros de la parada de Trobajos Jefferson Pérez. Teléfono: 398-9000 extensiones: 3300 WEB: http://www.conquito.org.ec/lotaip/	Oficinas de CONQUITO: Av. Maldonado 061-172 y Carlos María de la Torre Teléfono institucional: 02-3989000 correo electrónico: transparencia@conquito.org.ec	No	Solicitud de Acceso a la Información Pública	Solicitud Información	-	-	"NO DISPONIBLE" porque no se ha recibido solicitudes.
2	Empleo	Orientación y vinculación laboral al público en general y personas consideradas vulnerables, atención a requisiciones de personal por parte de todo tipo de empresa e institución	(Datos personales de contacto) y trámite en línea (para el ofertante de empleo); para buscador puede hacerlo a través de la web 2. Solicitar a través de redes sociales. 3. Solicitar mediante oficio dirigido a la máxima autoridad de CONQUITO	Ninguno	Buscador de Empleo: El buscador de empleo solicita el registro de su hoja de vida accediendo directamente a nuestros sitios web, o Solicitar una clave de usuario y contraseña a través de la página web de CONQUITO (sitio de eventos). El ofertante de empleo solicita el registro de su vacante en el sistema de empleo accediendo directamente a nuestros sitios web o mediante correo electrónico dirigido al Responsable de la unidad en el que consta un contacto del usuario. Una vez analizada la solicitud se contactará al usuario.	Atención general de 08:00 a 16:30 Lunes a Viernes	El servicio de orientación y vinculación laboral no tiene costo	Instantáneo	Ciudadanía en general Todo tipo de empresa e institución	Matriz de CONQUITO y administraciones zonales del MEMA	CONQUITO, Avenida Maldonado 061-172 y Carlos María de la Torre, 100 metros de la parada de Trobajos Jefferson Pérez. Teléfono: 398-9000 extensiones: 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